

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

EXAMINATION REPORT
OF

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 58 AND 248
GOSHEN, INDIANA

January 1, 2004 to December 31, 2004



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OFFICIALS

Office

Official

Term

Chairman, Bureau of Motor
Vehicles Commission

Gerald Coleman
Mary DePrez
Joel Silverman

01-06-02 to 02-29-04
03-01-04 to 01-09-05
01-10-05 to 01-11-09

Branch Manager

Giesela Suplee

01-01-04 to 12-31-05



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE BUREAU OF MOTOR VEHICLES COMMISSION

We have examined the Schedule of Collections and Distributions of the State Bureau of Motor Vehicles Commission License Branch Numbers 58 and 248 (Branch) for the period of January 1, 2004 to December 31, 2004. The Branch's management is responsible for the schedule. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the Schedule of Collections and Distributions and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedule referred to above presents fairly, in all material respects, the cash transactions of the Branch for the year ended December 31, 2004, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

November 17, 2005

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 58 AND 248
 GOSHEN, INDIANA
 SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS
 January 1, 2004 to December 31, 2004

	Branch Number 58	Branch Number 248	Totals (Memorandum Only)
Collections:			
Registrations	\$ 7,891,458	\$ 604,469	\$ 8,495,927
Titles	2,132,542	-	2,132,542
Drivers licenses	366,580	-	366,580
Watercraft	174,685	-	174,685
Miscellaneous	<u>978</u>	<u>-</u>	<u>978</u>
Totals	<u>\$ 10,566,243</u>	<u>\$ 604,469</u>	<u>\$ 11,170,712</u>
Distributions:			
State fees	\$ 4,296,977	\$ 111,695	\$ 4,408,672
County tax	5,327,972	446,023	5,773,995
Commission fees	<u>941,294</u>	<u>46,751</u>	<u>988,045</u>
Totals	<u>\$ 10,566,243</u>	<u>\$ 604,469</u>	<u>\$ 11,170,712</u>

The accompanying notes are an integral part of the schedule.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 58 AND 248
GOSHEN, INDIANA
NOTES TO SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS

Note 1. Introduction

The Motor Vehicles Commission was created to manage the motor vehicle license branches. The Bureau of Motor Vehicles is a separate state agency which provides support services to the Commission controlled license branches. The license branches collect fees which fund the Motor Vehicles Commission. The license branches collect and forward county taxes (excise tax, wheel tax, and surtax) and state fees. The Commission has one contractual branch that is administered by an individual contractor according to Bureau policies. The Commission has developed a mobile license branch to serve the need of CDL license issuance and other special needs as they arise.

Note 2. Collections and Distributions

Each branch collects fees and taxes when vehicle and watercraft registrations, titles, and drivers licenses are sold. Fees are uniform throughout the state.

The total daily collections are deposited to a single bank account. From this account the collections are distributed to separate bank accounts which are not controlled by the license branch and belong to the state, county and Bureau of Motor Vehicles Commission.

Note 3. Banking System

The Bureau of Motor Vehicles Commission has entered into an agreement with Bank One for a cash concentration system. The system utilizes a series of individual noninterest bearing accounts (clearing accounts) from which all fees and taxes are transferred.

Note 4. Self-Service Terminal

This report contains financial and statistical information for Goshen License Branch Number 58 and Goshen License Branch Number 248, a self-service terminal (SST). The manager of Goshen License Branch Number 58 is responsible for maintaining the SST.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 58 AND 248
 GOSHEN, INDIANA
 STATISTICAL INFORMATION
 January 1, 2004 to December 31, 2004

<u>Transactions Processed</u>	<u>Branch Number 58</u>	<u>Branch Number 248</u>	<u>Totals (Memorandum Only)</u>
Vehicle registrations:			
Passenger	37,040	3,947	40,987
Motorcycle	1,728	173	1,901
RV (housecar)	978	67	1,045
Light truck	14,347	1,139	15,486
Other truck	885	6	891
Farm truck	124	-	124
Tractor	92	-	92
Trailer	7,835	328	8,163
Semitrailer	1,309	-	1,309
School and church bus	30	2	32
Other bus	16	-	16
Other	45	-	45
Total vehicle registrations	<u>64,429</u>	<u>5,662</u>	<u>70,091</u>
Drivers licenses and permits:			
Drivers licenses/learners permits	15,462	-	15,462
CDL licenses/CDL permits	1,046	-	1,046
Placards	1,483	-	1,483
Other	10,350	-	10,350
Total drivers licenses and permits	<u>28,341</u>	<u>-</u>	<u>28,341</u>
Titles:			
Vehicles	31,285	-	31,285
Watercraft	409	-	409
Total titles	<u>31,694</u>	<u>-</u>	<u>31,694</u>
Total watercraft registrations	<u>1,899</u>	<u>-</u>	<u>1,899</u>

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 58 AND 248
GOSHEN, INDIANA
EXIT CONFERENCE

The contents of this report were discussed on December 1, 2005, with Giesela Suplee, Branch Manager. Our examination disclosed no material items that warrant comment at this time.